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Tender

## **Newry, Mourne and Down District Council Framework for Production Services for the Annual Programme of Tourism Events 2021-2024**

Newry, Mourne & Down District Council

F02: Contract notice

Notice identifier: 2021/S 000-007676

Procurement identifier (OCID): ocds-h6vhtk-02a56d

Published 13 April 2021, 11:14am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Newry, Mourne & Down District Council

Monaghan Row

NEWRY

BT358DJ

#### **Contact**

Seamus McGeoghegan

#### **Email**

[seamus.mcgeoghegan@nmandd.org](mailto:seamus.mcgeoghegan@nmandd.org)

#### **Country**

United Kingdom

**NUTS code**

UKN08 - Newry, Mourne and Down

**Internet address(es)**

Main address

<https://www.newrymournedown.org/procurement-and-tenders>

Buyer's address

<https://www.newrymournedown.org/procurement-and-tenders>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.newrymournedown.org/procurement-and-tenders>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.newrymournedown.org/procurement-and-tenders>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Newry, Mourne and Down District Council Framework for Production Services for the Annual Programme of Tourism Events 2021-2024

Reference number

04/2021

### **II.1.2) Main CPV code**

- 79952000 - Event services

### **II.1.3) Type of contract**

Services

### **II.1.4) Short description**

Opportunity to Tender for Event Production Services

Newry, Mourne & Down District Council (NMDDC) invite submissions from providers of Event Production Services to its new Framework for Production Services.

NMDDC are establishing a framework with a pre-qualified list of suppliers to enable the development and delivery of the annual Giant Adventures Tourism Events Programme. This is an exciting opportunity to build on an already successful programme of events and we welcome suppliers who share our vision and will strive to create and deliver events that are high quality, visually impactful, memorable and family orientated.

We are seeking applicants with experience in devising and delivering mainly outdoor events of varying scale and complexity showcasing the surrounding landscape and highlighting our district's tourism offering. Each event will be different and may include theatre and music production, puppetry, event animation, interactive experiences, tours, parade production and installations.

### **II.1.5) Estimated total value**

Value excluding VAT: £2,000,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 3

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Large Scale Event Production Services (Above £30K)

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 79953000 - Festival organisation services

### **II.2.3) Place of performance**

NUTS codes

- UKN08 - Newry, Mourne and Down

Main site or place of performance

Within the geographical area of Newry, Mourne & Down District Council.

### **II.2.4) Description of the procurement**

The requirements under Lot 1 for Large Scale Event Production Services may include some or all of the following but note, will not be limited to:

Creative Production:

- A Creative Director
- Devising a large-scale event (Estimated Visitor Attendance of 10,000 plus over 1 - 2 days)
- Devising a narrative
- Producing Moving & Static Theatre
- Drafting Scripts
- Submitting Location Proposals/Event Layout/best Use of space logistically, creatively & visually
- Casting & provision of actors, performers & entertainers
- Provision of costumes

- Make-up
- Props
- Set build, materials & design
- Special Effects/Pyrotechnics
- Sound Designer
- Lighting Installations
- Public Art Installations
- Devising, implementing & delivering a programme inclusive of kids workshops, face painting, balloon modelling, musical performers, street entertainers, characters etc.

#### Technical Production

- PA Systems
- Sound Engineer
- Projection Equipment
- Screens
- Lighting
- Lighting Engineer
- Electrical Engineer
- Cabling
- Recording Facilities

#### Infrastructure

- Staging
- Marquees
- Generators

- Cable Ramps
- Barriers
- Track Matting
- Tower Lights
- Transport Equipment & Users
- Plant Equipment (All transport & equipment used in production(s) MUST be aesthetically pleasing)
- All Production Materials & Equipment required to successfully carry out all production requirements

Partnership working

- For some large-scale production(s) there may be a requirement to form Partnerships to propose & deliver Cross Border & Region wide events.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Refer to Documentation

## **II.2) Description**

### **II.2.1) Title**

Lot 2 - Small Scale Event Production Services (Up to £30K)

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 79953000 - Festival organisation services

### **II.2.3) Place of performance**

NUTS codes

- UKN08 - Newry, Mourne and Down

Main site or place of performance

Geographical area of Newry, Mourne & Down District Council.

### **II.2.4) Description of the procurement**

The requirements under Lot 2 for Small Scale Event Production Services may include some or all of the following but note, will not be limited to:

Creative Production

- Creative Proposals
- Interactive Games/Treasure Hunts
- Immersive Theatre
- Tours & Visitor Experiences based around specific themes
- Devising narratives
- Producing Moving & Static Theatre

- Drafting Scripts
- Submitting Location Proposals/Event Layout/best Use of space logistically, creatively & visually
- Casting & provision of actors, performers & entertainers
- Provision of costumes
- Make-up
- Props
- Set build, materials & design
- Special Effects
- Sound Designer

#### Technical Production

- PA Systems
- Sound Engineer
- Sound Designer
- Projection Equipment
- Screens
- Lighting
- Lighting Engineer
- Electrical Engineer
- Cabling
- Recording Facilities

#### Infrastructure

- Infrastructure requirements will depend on the location and venue of the ad hoc event

and will be confirmed along with any new concepts or requests for this service.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

Refer to documentation

## **II.2) Description**

### **II.2.1) Title**

Lot 3 - Parade Production

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 79953000 - Festival organisation services

### **II.2.3) Place of performance**

NUTS codes

- UKN08 - Newry, Mourne and Down

Main site or place of performance

Geographical area within Newry, Mourne & Down District Council

#### **II.2.4) Description of the procurement**

For the purpose of this exercise Parade Production may include some or all of the following but will not be limited to:

Creative Production

- Provide moving props of variable size, scale and nature inclusive of prop pushers/crew for rig/derig and fulfil any other requirements in order to successfully manoeuvre props/performances throughout the duration of the parade.
- Secure participation from a wide range of cross-community based groups to include facilitation, coordination and delivery of bespoke art or theatrical/dance workshops to showcase and deliver with the groups in the parade. Suppliers will be required to source these participants, deliver workshops and facilitation of costume and prop-making, make-up, changing and welfare of each group.
- Book large Carnival/Pipe/Samba acts and other Bands complemented with production (dancers, props & performers).

Infrastructure

- Implementation of Parade Running Order including:
  - ? > All aspects of on-the-day parade management
  - ? > Communication with multi-agency team for the duration of the parade via radio.
- Implementation & delivery of adequate traffic management & signage schedules
- Implementation of parade start up and dispersal zones
- Administrations to local residents, businesses and multi agencies providing event up dates, disruptions and any actions in the planning stages
- Administrations to parade participants including registration, providing details and information relevant to their participation, parade maps of devised routes and any other actions required

- Securing additional parking areas for residents/businesses affected along parade routes
- Sourcing Changing Zones for participants with consideration to safeguarding
- Devising and implementing a stewarding plan in association with project managers

All parade participants must adhere to Newry, Mourne & Down District Council's Terms & Conditions of entry (these will be issued to the successful supplier for the registration of participants).

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Refer to documentation

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Refer to documentation

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

17 May 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

17 May 2021

Local time

1:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Royal Courts of Justice

Belfast

BT1 3JF

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